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ABSTRACT

This guide is designed for people who are new to the world of electronic/telecommunication access. It is an easy-to-read, self-instructional tool designed for beginning Internet users. Through a step-by-step process, the guide introduces searching online catalogs in libraries. A discussion of library search strategies is followed by seven steps for accessing and using online catalogs, including how to log on to the user's account, log into the library's system, follow system directions for searching, save the search, and log off. File transfer protocol is then summarized. The guide also describes the use of electronic discussion groups. Five appendices contain electronic addresses and search commands for the online catalogs of eight libraries; explanations of terms and abbreviations; a print-out of a sample search of Pennsylvania State University's Library Information Access System (LIAS); a bibliography that includes general assistance resources, a description of lists of libraries and databases available through Internet, and a list of 21 journal articles; and a discussion of problems that can occur when using computer-based communications. (KRN)

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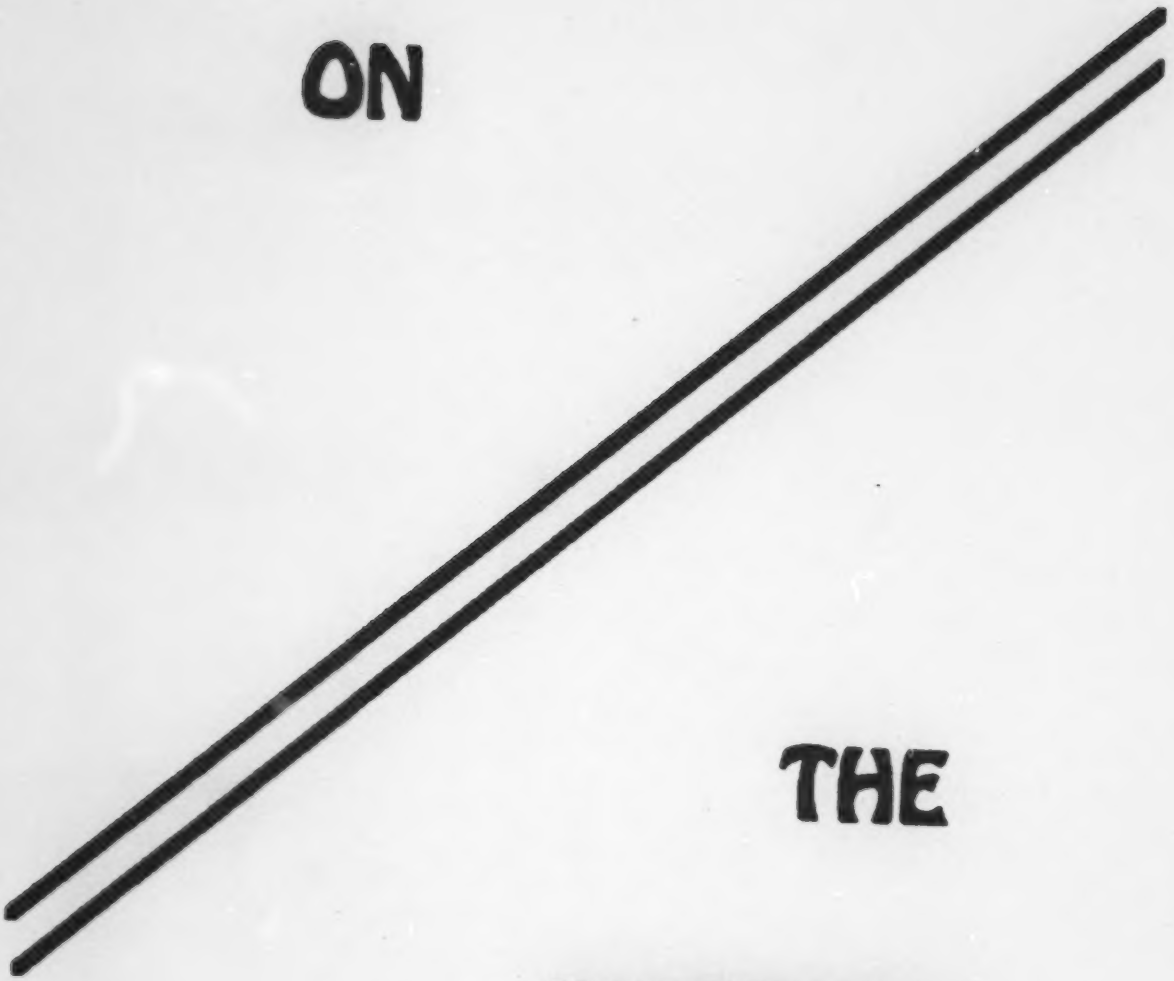
TRAVELING ON THE INTERNET



Christine Darby

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BEST COPY AVAILABLE

Traveling on the Internet has been designed for those new to the world of electronic/telecommunication access. It's self instructional, includes ready-to-use resources and information for obtaining additional items. It's hoped the format will allow easy access to a new world of information. It is not, however designed to replace local systems administrators. Please check with them should whenever you need.

CMD

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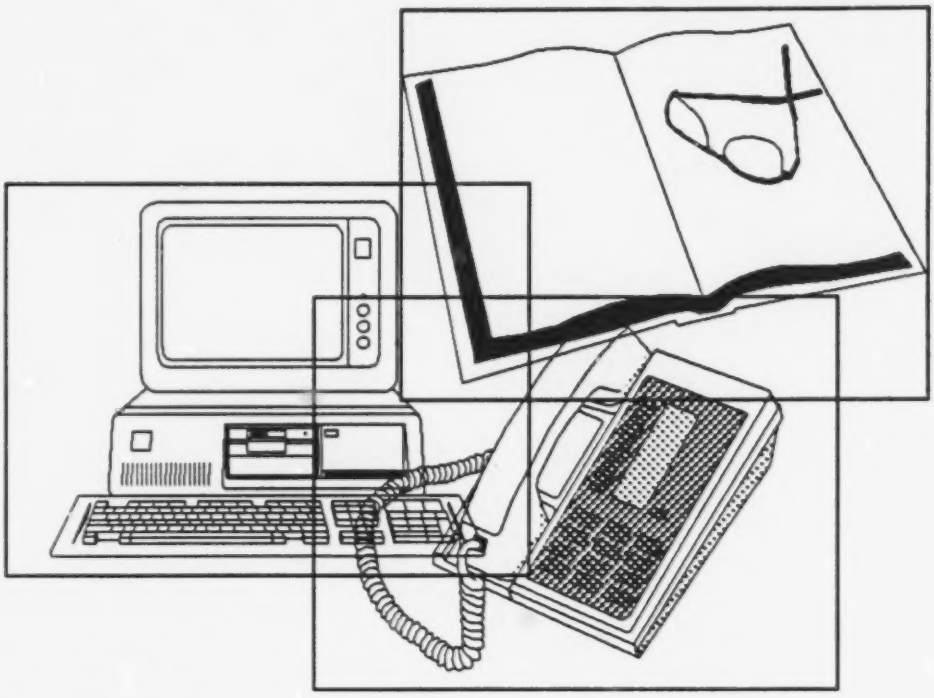
INTRODUCTION

The world of communications took a giant step forward when telephone and computer technologies joined, and created an all new way to share information. Initially use was limited to a building or site with systems joined internally, forming networks. Networks soon developed joining different sites who used common connections. Eventually, even this was not enough and the need for a communication link between networks led to the development of the Internet. Essentially the Internet is the link or gateway through which diverse systems move information.

Development and implementation of the Internet not only brought changes to numerous educational, commercial and governmental networks but created new opportunities for individual network users as well. Because of the Internet, the you're able to connect to literally thousands of systems, providing information in numerous formats.

Traveling on the Internet has beem developed primarily to introduce the beginning network user, but experienced users may find it of assestance as well. The examples provided in the following pages presume you have an email account and some practice using it. Having accomplished this, you're ready travel to other places, by way of the Internet. Think of this as an opportunity to explore, to travel from system to system, connecting to remote or distant sites, gathering important and needed information along the way.

TRAVELING ON THE INTERNET



Networks and the Internet have been available for over 20 years and today provide significant opportunities for information access. The configuration of a network and its information resources are usually related to the host organization's purpose. Educational insitutions provide a broader access through libraries and information centers. Government offices and military installations different information resources.

Establishing and implementing the necessary protocols for Internet systems plus their acceptance and use by various resources provides anyone with access to a computer, and modem the opportunity to locate desired information. Libraries form a major portion of these resources. There are, however, numerous other forms of resource sharing, including databases, where information is retrieved through File Transfer, discussion groups, newsgroups and bulletin boards.

Accessible sites on the Internet provide information at no cost. Despite the lack of cost use of information services is accomplished by only a small percentage of the population. Encouraging the use of electronic communications in all areas is essential. [Access to several commercial systems, like Dialog and Compuserv, which do charge, have limited access. Please check with them directly.]

It is hoped that having experienced the opportunities of the Internet you will encourage others to learn and become familiar with the resources of available. Enjoy your exploration.

WHY TRAVEL ON THE INTERNET

Think of the last time you used a library catalog, or other information resource. Were you able to find all the information you needed? Did you end your search believing more was available but weren't sure how or where to find it?

Then come and Travel on the Internet where, through the assistance of electronic communication resources, you're able to connect to libraries, databases, and other information sources worldwide! Databases and information centers are a centralized resource for material in specific fields. Often information located through these sources may be obtained through file transfer protocols (FTP) and directions for this are included.

Although libraries maintain a large volume of information on a wide range of subjects, one library cannot collect every book, periodical or other resource. By connecting to and searching multiple online library catalogs, you have access to a greater variety of materials. For any items you locate, and would like to borrow, most libraries in the U. S. will forward books or copies of articles through InterLibrary Loan (ILL); just contact ILL at your local library.

The guide first introduces you to searching online catalogs in libraries, through a step by step process. Database search examples follow, along with FTP instructions. The basics of joining discussion groups is included too. A list of many available resources is in the bibliography. Electronic

communications are not error free and problems do occur. The guide is completed with some suggestions for handling these.

A Word About Electronic Addresses!

Sending messages within your own network normally require using only an individuals personal identification. On the otherhand sending mail outside your own system means including one or more added address sections. For example to send a mail message to someone within your system/network your might begin:

>MAIL JJSMITH

A message outside your locale but within your network would identify the, as above, plus the site -

>MAIL JJSMITH@BITNET

Sending mail or logging on to remote systems, using the Internet, requires even further identification. Internet addresses may be written with either alpha or numeric characterics. The critical factor is to be sure you have all parts and use the dot or period placed between segments.

JJSMITH@OSWEGO.OSWEGO.EDU [JJSMITH@129.3.1.1

Both of these identify the same individual, site and allow Internet access for transmission.

Computers need commands to operate. When sending messages, MAIL or a similar command is used and the same is true with the Internet. Commands vary according to what access is planned. Through the guide several will be identified and explained. Anytime you have questions relating to the specific commands needed for your system, please contact your help center.

SEARCH STRATEGIES

Searching online catalogs through electronic connections is similar to using these same systems in the library. If you are looking for a particular title or the works of a specific author, the title or name are entered into the system, according to its directions.

When a specific title or author are unknown or you are looking for material on a specific subject, using planned search strategies becomes very important. Consider, for example, if you entered 'Education' as a subject search, the number of retrievals this would produce, possibly upwards of several thousand. Even qualifying education with the addition of an interest area would probably still retrieve several hundred, too many to examine individually.

The number of items retrieved is related to the holdings of the library and the structure of their system. Retrieval of documents specific to your needs depends on your ability to identify that need in terms which match those used in the system. Definition of subjects within the system, even when based on standardized works, can vary from library to library.

The following is not intended to be an in depth examination of the concepts or practice of search strategy. It is an outline of some methods which have been tried and work. For greater detail of these and others please see: "Online Bibliographic

Search Strategy Development" by Hawkins and Wagers in Online May, 1982.

Begin with an existing book (or article) whose topic is as similar to the area you would like to search as possible. List the titles and authors in the bibliography, at least related to your topic. Using the authors, or book titles, enter this information into the online system. For each item retrieved note the subjects under which it's been indexed, specifically those terms which you believe come closest to what you're looking for. Review this list, ordering from most to least relevant terms. Now using these terms, singly or in combination, begin to search on the system again.

If the original book is close to your interest topic, enter the author or title into the system. Note the subject terms given for it and use these to search with. Using the initial idea for expanding your subject term base.

When you do not have any resources with which to begin your search, try this. (The idea is based on a tree; try to think of it this way, drawing it out on paper). Begin with two concepts: you're subject area at its broadest and what it is you're looking for. In your own words, build as many branches as possible, expanding from broad to narrow or narrow to broad, describe these areas. Use sentences, clauses, anyway you can. After you've created your tree, put it away for a while and return to it later. Now reduce each step or branch to one or two words, at most. Using single or combinations of terms, enter these as

subject or if possible key word. Your retrievals may be large however you can examine several and then follow the steps from the initial strategy.

In general these ideas will also work in searching CD-ROMs should you encounter the option of searching periodicals. It helps to remember, when you move from a known item to the unknown its like any adventure, filled with success and pitfalls, but usually satisfactory endings.

GET READY

Connecting to the on-line catalog of a remote library includes several steps. If you haven't already done so, decide what you will be searching for and the terms you'll use. Then read through the overview below.

Steps

1. Using Appendix A, decide which libraries you will visit and note the electronic address.
2. Review the directions for each library's online catalog system.
3. Log on to your account.
4. Using Telnet or TN3270 and the library's Internet address, log into their system.
5. Following the system directions, enter your search terms
6. Continue searching until finished.
7. Save your search.
8. Log off from the library system.
9. Log off from your account.

On each of the following pages you'll find directions for the steps outlined above. For most of the steps, examples are included at the bottom of the same page.

ENJOY YOUR JOURNEY

"Mom says she's going around the world and visit libraries. Can I go too?

10

GET SET

Step 1. Decide Which Libraries to Access.

First, look at the list of libraries provided in **APPENDIX A.** To begin, you'll want to choose <u>two</u>. It's suggested you photocopy the pages describing the libraries you decide to use. This will provide you with the needed information, on which you can take notes and without the need to turn pages. It's suggested you underline the libraries Internet address. You may want to copy your notes to the reverse of the original page later.

THE ROAD MAP

Step 2. Find and review the directions for using the library's catalog.

Included with the listing of the library's Internet address is its Online Public Access Catalog (OPAC). Catalog systems vary in design and commands used for searching. Read through the description AND catalog directions, when available, for library you chose. **A reminder, similar to Step 1, it's suggested you underline the commands for using this library's system when available. Mostn libraries do provide information once online.**

Example:

Columbia University
New York, New York

At the prompt enter: **TELNET CLIO.CUL.COLUMBIA.EDU**

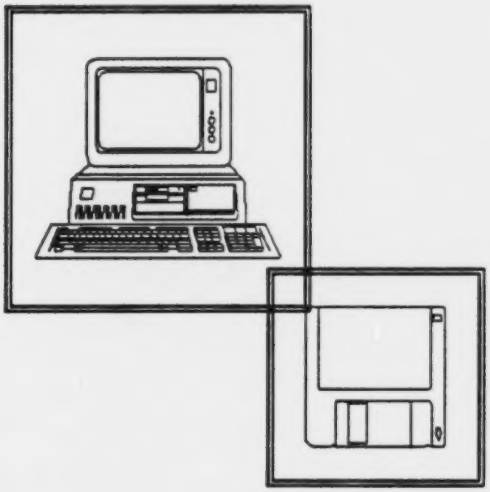
Columbia uses the NOTIS online system.

To exit this system use the Telnet escape key: ^].

GO

Step 3. Log on to your account

Log on to your account in the usual way. When you are at prompt you're ready to access your first library.



There are many computer systems, personal and mainframe, using electronic mail and the Internet. Plus, there's many different software programs and each operates differently. Thus, it's impractical to specify exactly how to turn on a system, and log onto your account. Please check the last pages for some ideas on help.

MOVING ON

Step 4. Accessing the library.

Using the information for your first library, enter its Internet address at the ready prompt. There are two commands used with library Internet addresses: TELNET or TN3270. Telnet is used most often however, forsome IBM based systems TN3270 may be required for access. It will be noted in the directions. **As you enter the library address include spaces and periods exactly as shown. Remember, these are part of the address.** **SEE BOX BELOW**

Example 1. **>TELNET LIBRARY.EDU.BU**

Example 2. **>TN3270 MVA.MCGILL.CA**

ON THE ROAD

Step 5. Enter Your Search

Using the terms you've prepared, and following the directions for the library you've chosen, enter your search. Essential in entering a search is attention to your chosen library's commands. **FOLLOW DIRECTIONS CAREFULLY.** Most library's have help available online. It's a good idea to read through these help screens before you begin searching. You can also return to them if a problem develops.

"I TRY TO FIND A BOOK ON CONSUMER HELP AND I PUNCHED UP DONALD TRUMP'S CREDIT LINE."

STAYING ON THE ROAD

Step 6. Continuing your search.

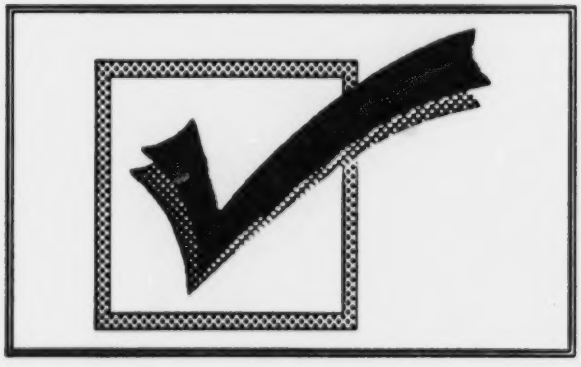
In searching you'll find some terms bring results, and others don't. As you search, review items for additional terms, as explained in Search Stragtegies. As you become aware of additional words make note of these, using them to replace any which do not retrieve desired works. Search as long as you like or continue to locate materials.

If you do not have any success with one library, try a different library. Log off from your current connection, according to Step 9. Then repeat Step 6, for logging onto a library system.

THE LAST MILE

Step 7. Save Your Search

If you're working at a personal computer, and would like to, it's possible to save your results as you search. Locate the "print screen" key and be sure your printer is on. Each time you have an item you think interesting or related to your search, press the "print screen" key. (Note: **Everything** on the screen prints, including legends. For ease of use later, simply underline, right then, what you found. Doing this saves writing information and gives you a great record when requesting materials through interlibrary loan. Also, some software programs provide a log of your search. Do check your manual.



ALMOST HOME

Step 8. Log off from the Library System.

When you've completed your search, log off from the library's system; REMBEMBER, check directions first. Every system is different, using commands like 'quit', 'exit', 'logout', 'logoff', or you may need to use the TELNET control sequence, ^], which is accomplished by holding the control key (ctrl) and pressing the square bracket key ']'.

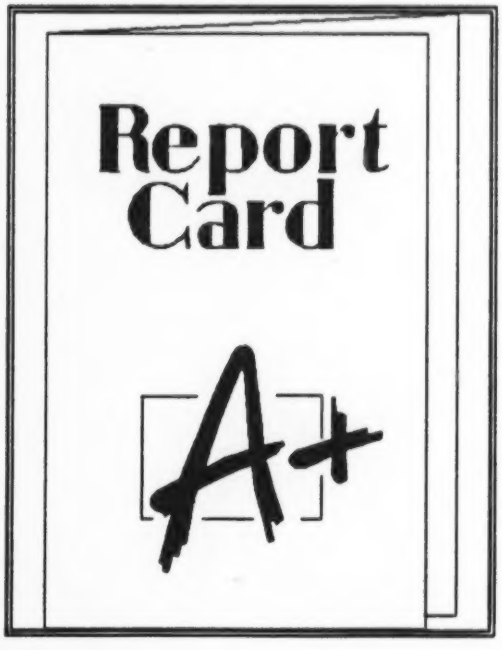
After you have logged off from the library, before you turn to Step 9, go back and repeat the steps 4 through 8 with the second library you chose. Note differences in procedures and search results.

HOME AGAIN

Step 9. Log off from your account.

When you've completed both of your searches, logoff from your account in your usual way. Be sure to turn the system off, as well.

We hope your journey has been an interesting and rewarding experience. Remember to contact the Interlibrary Loan Dept. to obtain the materials located.



AND THERE'S MORE

FILE TRANSFER PROTOCOL

*General directions - At the main prompt enter

> **FTP**, a space, and the internet address of the system to which you want to connect, including periods.

After a few seconds you'll see a note indicating connection and a request for identification. Unless otherwise noted, enter

ANONYMOUS.

You'll be asked for a password. Some systems require your user ID, others indicate GUEST is acceptable.

JJONES or **GUEST**

-System advises the command successful

-Enter >LS

LS gives a list of available directories.

Request a directory by entering:

CD and the directory name for example> **CD Library**

To see available files again enter:

> **LS**

Determine which files you want to transfer, then enter

Get and the file name, for example > **Get Lib-Cat**

After the files have transferred you'll see a message, transfer complete along with the number of bytes and time of transfer

When you've finished, at the FTP promtpt enter > **quit**

You are returned to the main prompt of your system.

If you have questions, contact the system administrator.

*An example of a file transfer is included in the appendices.

AND MORE

DISCUSSION GROUPS support communication between groups and individuals with common interests. Messages for the group are sent to a single address and then distributed to all subscribers. The number and variety of Lists on the Internet is enormous. There are over 2000 active lists at the present. One of the best methods to locate active groups is checking with friends and associates who share similar interests. Usually a list has two addresses, one to which you send your subscription one to which you send messages for distribution. To subscribe send an email message as follows:

At the mail prompt enter > Listserv@_____
(Enter address with extensions and periods)

On the message line enter >

Subscribe _____**(list name)** _____**(your name)**

OR

Subscribe _____(your name)

Check list directions for subscribing and if not sure use first format. Addresses are picked up automatically from mail headers, do don't include yours. Listservs are one way to keep up with the latest in an area, hear what others are doing or planning.

Do be sure to allow time to answer your mail, since some lists generate a heavy load.

A sampling of available lists include:

ID	Address	Brief description
AEDNET	AEDNET@SUVM	Adult Education
IRLIST-L	IRList-L@VTVMZ	Information retrieval
LIBRARY	LIBRARY@INDYCMS	Library/librarian
LIB-REF	LIBREF-L@KENTVM	Library reference
PACS-L	PACS-L@UHIPVM1	Public access catalogs
EDINFO	EDINFO-L@IUBVM	Education Information
EDPOLYAN	EDPOLYAN@ASUACAB	Professors and students
EDUTEL	EDUTEL@RPIECS	Educational technology

More information and help:

To obtain a current list of groups in a special area, send to:

Tell listmanager

Send list global_____[interest area name]

For all available lists:

Send list global_____ (over 2000 names)

For help commands:

Send Help.

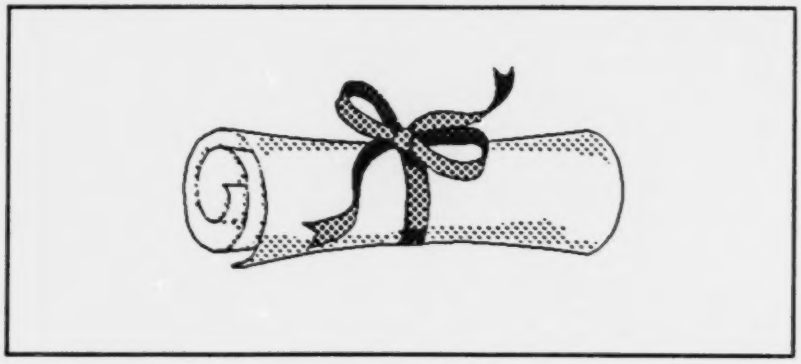
You will receive these as messages.

NEWSGROUPS

Newsgroups are postings similar to bulletin boards, where anyone may post a message anytime. To read these you logon to your system and bring up the list you wish to read. Newsgroups are not available on all systems so check with your local help center.

****

We hope your journey and the exercises in the previous sections have been rewarding and profitable. As you gain proficiency in using the Internet, you'll be ready to experiment with other sources. Check the next section for how to obtain these. In responding to the question of why use the Internet, remember that it's there to use and, more importantly, it's free!!!.



GENERAL INFORMATION

Appendix A includes a list of ten libraries, in the U. S. and Canada, which can be accessed through the Internet. Each includes the library's Internet address, information for logging on and the online catalog system used. Libraries were chosen randomly to provide you with an opportunity to experiment both with Internet access and a variety of online catalog systems. For libraries using commercial online public access catalogs basic instructions for these are also included.

The libraries given in Appendix A was adapted from: LIBRARY RESOURCES ON THE INTERNET: STRATEGIES FOR SELECTION AND USE, by Billy Barron. The full document includes libraries, accessible databases, campus-wide information systems and helpful information for using the Internet.

Explanations for terms and abbreviations are noted in **Appendix B. Appendix C** is a sample search using LIAS, the system at Pennsylvania State University. **Appendix D** is a bibliography of resources including information resources, databases, and articles. And, finally, **Appendix E** is handling problems, including some before suggestions before you begin.

APPENDIX A

LIBRARY RESOURCES

Cleveland Public Library
Cleveland, Ohio

At the prompt type:

>TELNET LIBRARY.CPL.ORG

When connected: **First,** **Select 1 on the menu.**
Then **Select 1 on the next menu.**

Directions for use are on screen.

To exit: Press CRTL-Z.

Select 5 on the menu
Select 5 on the next menu.

Pennsylvania State University,
University Park, Pennsylvania

The Penn State library catalog system is known as LIAS*.

To access LIAS, at the prompt type:

>TELNET LIAS.PSU.EDU

If you have terminal emulation problems try typing

TERMINAL VT100 at the >>>>prompt.

To exit LIAS, type QUIT or EXIT.

Instructions for use are on screen once you are connected.

University of California and California State Library at Sacramento and Oakland, California

Catalog system is MELVYL. Use on screen directions.

To access, at the prompt type:

>TELNET MELVYL.UCOP.EDU

At the request for terminal type, enter VT100.
Press <RETURN> when prompted to.

Before beginning read through the help screens. The Melvyl system includes several databases and access to libraries.

To look at the monograph catalog enter:

START CAT LOOKUP (for normal search)

START TEN LOOKUP (for fast search)

To exit: Type END or STOP
then type LOGOFF

University of Wisconsin
Madison/Milwaukee

To access:

>Telnet NLS.ADP.WISC.EDU

When connected, tab to left of NLS1 and press return.
At the next prompt press return for the Madison catalog;
for Milwaukee catalog enter **MIL** press return

Press return for on screen directions. Note: type begin when ready to start.

To exit: Type EXIT

At the menu tab to QUIT and press return

Columbia University
New York, New York

At the prompt type:

TELNET CLIO.CUL.COLUMBIA.EDU

Press <RETURN> to wake up terminal controller.
At request for terminal type, enter VT-100.
Press <RETURN> to wake up CLIO

Columbia uses the NOTIS online system:

Help:	Check screen, usually need to enter H
Title search:	Use **T=** and the title desired. Example: T=Instructional Systems ....
Author search:	Use the **A=** and the author's name Example: A=Hannum
Subject search:	Use **S=** and the words for the search. Example: S=instruction
Keyword search:	Use K= followed by one or more terms. Example: instruction systems

Keyword searching allows the use of logical operators (AND, OR, NOT) with parentheses to group terms. Check the system for accepted truncation symbol ($ or ?)

Examples: K=Instruct$ AND Organization

Choosing an item: Usually by number. Large retrievals may include guide and index. Check system directions.

To exit, use the TELNET escape key: ^]
(Cntrl and] together).

University of Nevada Las Vegas
Las Vegas, Nevada

To access at the prompt type:

TELNET LIBRARY.LV-LIB.NEVADA.EDU

At the login prompt, type LIBRARY; Select V for type of terminal
Enter Y to confirm

University of Nevada Las Vegas uses "Innovative Interfaces for its online catalog system.

Using Innovative Interfaces:

Frequently Innovative Interfaces menus are customized for the site and there's little consistency from site to site. Since the system is menu driven it is fairly easy to use.

Title searches:	Select T at the main menu
	Example: T Instructional Systems .....
Author searches:	Select A at the main menu -
	Example: A Hannum
Subject searches:	Delect S at the main menu
	Example: S Instructional systems

Follow screen instructions for all other commands.

To exit:

Type N to return to the Main Menu. Then enter D

University of Tennessee at Knoxville
Knoxville, Tennessee

To access at the prompt:

>TELNET DCA.UTK.EDU

Enter LIBRARY at ENTER HOST NAME OR HELP prompt.

Note: you may be queued for a while before you are finally connected and the connection will timeout if held too long.

The University of Tennessee uses a GEAC system and provides on screen menus for assistance.

Help:	For assistance type: **HELP**
Title searches:	Use **TIL** followed by the title.
	Example: TIL Teacher's College Record
Author searches:	Use **AUT** followed by the author's name.
	Example: AUT Hannum
Subject search:	Use **SUB** followed by the subject.
	Example: SUB Instruction
Keyword searches:	Use **KEY**
	Example: KEY Organization instruction
Call number:	Use **NUM** followed by the number
	NUM LB.....

To see other screens: To move forward enter FOR; to move backward enter BAC.

To stop searching type **END**

University of North Texas
Denton, Texas

To access, at the prompt type:

>TELNET LIBRARY.UNT.EDU

University of North Texas uses VTLS for its online system.

Search commands:

Author	A/	and author name (Hannum, Wallace))
Title	T/	and Title (Instructional Systems)
Call Number	C/	and number
Subject	S/	and subject terms (Education)
Key Word	W/	and word(s) (computers and information)

System Information Display:;
Hours of System Availability

To exit, use the TELNET escape key: ^]

At the menu, tab to the left of QUIT and

The following book was used for to provide search examples.

Hannum, Wallace and Carol hansen. Instructional Systems Development in Large Organizations. Educational Technology Publications, Inc. Englewood Cliffs, NJ. 1989. LC 88-35237

Subject/keyword terms: Education Instruction System Business Organization

APPENDIX B

Abbreviations

FTP - File Transfer Protocol - allows users to transfer data from another system to their own.

ILL - Interlibrary Loan - Most academic and many public libraries provide their patrons with this service. Ask to speak with a librarian about it. You will need the information relating to the materials desired including title, author, publisher, publication date and so on. A librarian will take your request and forward it. Normally it takes two to four weeks for ILL requested materials to arrive.

MAINFRAME - large processing systems for computers, distinguished from a personal computer by storage size and type of system used.

OPAC An Online Public Access Catalog has, in many libraries, replaced the card catalog. If you are not familiar with one, this will be a good experience for you. Most academic and some public libraries use online systems today. In the library terminals are generally located near the reference desk, with the supportint computer system located elsewhere. Searching is accomplished by use of fairly standard terminology, author, title, subject and keyword. Depending on the system search results usually include full title, author, editors, subject, brief (one or two line) description, publisher, publication date and call number.

TELNET ESCAPE KEY - Hold down the control key (ctrl) at the same time as the bracket ( ]) key. This produces ^] and allows you to exit a system

APPENDIX C

Print Screen of Sample Search

LIAS at the Pennsylvania State University was accessed. The search conducted included:

Subject - Distance Education

Keywords - Computer assisted education/computer mediated education, virtual classroom (no retrievals) and interactive learning.

```
LIAS  ***  This system is for AUTHORIZED use only  ***

 Z  c  0c
%SET-W-NOTSET, error modifying LTA399:
-SET-I-UNKTERM, unknown terminal type

Hello. Welcome to
The Pennsylvania State University
Library Information Access System
LCSTS5/PORT_18
*SEARCH ONLY*
*SEARCH ONLY*
**          ******   ********   ********
**          ******   ********   ********
**            **     **    **   **
**            **     **    **   **
**            **     ********   ********
**            **     ********   ********
**            **     **    **         **
**            **     **    **         **
********    ******   **    **   ********
```

```
********   ******   **    **   ********
LIAS 1.26
 2-MAR-1992 19:52
-   -   -   -   -   -   -   -   -   -   -   -   -   -   -   -   -
Lib Up
***  For Information on how to use LIAS, press   HELP    RETURN
***  To find out about the LIAS Workbook, type: NEWS press:  RETURN
>>>
>>> help
Note: Keys that you can press are enclosed in brackets. Example:  HELP

To -->                                        Type ...

See a general description of LIAS:            HELP  lias  RETURN

See a summary of HELP commands:               HELP  cmds  RETURN

See individual command descriptions:          HELP  command-name  RETURN
                                               (Example:  HELP  SEARCH)

Get help at any point:                        HELP   RETURN



Find titles, authors, subjects and
series:                                       SEARCH  search-terms  RETURN

See the next or previous screen:              NEXT  -- or --  PREV

Go back through the search screens:           BACK

To see more of this help message, press  NEXT .

>>> help commands
                                COMMANDS

Online help is available for the following words.  For a description, press o
type  HELP  and the desired word. Press  RETURN .

This list is capitalized for emphasis only -- you don't have to capitalize
your help requests.  You may spell out or abbreviate the word. (Abbreviations
are in parentheses below.) Also, don't forget to press  RETURN !

ACTIVATE    (act)     INTERNET       (in)      OOPS
ADDRESS     (ad)      LC                       SEARCH              (se)
AUTHOR      (aut)     LIAS                     SERIES              (ser)
BACK        (b)       LIBRARY        (lib)     STATUS              (st)
BRIDGE      (br)      LIMIT          (lim)     SHELF               (sh)
CALL        (cal)     MARC                     STANDARD NUMBER     (stn)
DIALUP      (d)       NEXT                     SUBJECT             (sub)
FIND        (fi)      PREV           (p)       TERMINAL            (term)
HELP        (hel)     PSU.NETWORK    (psu)     TITLE               (ti)
>>>
```

```
To see more entries, press  NEXT  or  PREV .
>>> next
(1)  Distance education - Congresses - Pacific Area
(2)  Distance education - Conferences - United States
(3)  Distance education - Congresses - United States
(4)  Distance education - Curricula
(5)  Distance education - Curricula - Canada
(6)  Distance education - Data processing - Congresses - Great Britain
(7)  Distance education - Denmark
(8)  Distance Education Development Project
(9)  Distance education - Directories
(10) Distance education - Economic aspects - Africa
To see more entries, press  NEXT  or  PREV .
>>>

>>> 3
Distance education - Congresses - United States
Contemporary issues in American distance education. / edited by Michael G.
  Moore, with Peter Cookson, Joe Donaldson, and B. Allan Quigley. 1st ed.
  Oxford; New York, Pergamon Press, 1990.
    xxvi, 419 p. ill. 24 cm.
    Revised papers originally presented at a symposium on research in distance
  education, held at Pennsylvania State University in July of 1988.
    Includes bibliographical references and index.
    1. Distance education -- United States -- Congresses.
 Call#: LC5805.C66 1990
    Central Pattee Level 7 Blue
    Penn State Room
>>


(1)  Computer assisted electroencephalographic analysis of functional
       behavioral categories in domestic chicks
(2)  Computer-assisted floodplain hydrology and hydraulics
(3)  Computer-assisted guidance
(4)  Computer-assisted human resources planning
(5)  Computer assistance in the analysis of high-resolution NMR spectra
---  Computer assisted instruction
(6)    <Title>
(7)    <Subject>
(8)  A computer assisted instruction annotated bibliography
(9)  Computer-assisted instruction at Stanford, 1966-68
(10) Computer-assisted instruction - Authorship
To see more entries, press  NEXT  or  PREV .

  Development.  Manhattan, KS?, The Clearinghouse? , 1991.
    iii leaves, 129 p. 28 cm.
    1. Education, Rural -- United States -- Conferences. 2. Distance education
  -- United States -- Conferences. 3. Adult education -- United States --
  Conferences.
 Call#: LC5146.N38 1991
    Central Pattee Level 7 Blue
```

```
PURPOSE:        Use SEARCH to find records in LIAS.  You don't need to know
                whether your desired items are authors, series, subjects or
                titles.

YOUR INPUT:     Press  SEARCH  and type your search terms  RETURN

EXAMPLES:         SEARCH   hemingway, ernest
                  SEARCH   the world of art
                  SEARCH   bullfighting
                  SEARCH  the sun also rises

LIAS RESPONSE: LIAS retrieves a list of entries which match or resemble the
                terms you requested. If response is inadequate, check your
                typing for spelling, hyphenation, etc., or experiment with
                the terms used, e.g., substitute "matador" for
                "bullfighting."

To see more of this help message, press  NEXT .
>>>

>>> search distance education
---  Distance education
(1)    <Title>
(2)    <Subject>
(3)  Distance education - Alberta - Athabasca
(4)  Distance education - Asia
(5)  Distance education - Audio-visual aids
(6)  Distance education - Australia
(7)  Distance education - Bibliography
(8)  Distance education - Bibliography - Canada
(9)  Distance education - Bibliography - Canada, Northern
(10) Distance education - Bibliography - Europe
To see more entries, press  NEXT  or  PREV .
>>> next
(1)  Distance education - Canada
(2)  Distance education - Case studies - Australia
(3)  Distance education - Case studies - Great Britain
(4)  Distance education - Computer assisted instruction - Congresses
(5)  Distance education - Computer-assisted instruction - Great Britain
(6)  Distance education - Commonwealth of Nations
(7)  Distance education - Congresses
(8)  Distance education - Congresses - Asia
```

EXAMPLE OF A FILE TRANSFER PROTOCAL

Request for a file from the Internet Resource Guide.

```
>FTP ariel.unm.edu
Connected to ariel.unm.edu.
220 ariel.unm.edu. FTP server (ULTRIX Version 4.1 Tue Mar 19
00:38:17 EST 1991)
Name (ariel.unm.edu:cmdarby): anonymous
331 Guest login ok, send  ident as password.
Password:
230 Guest login ok, access restrictions apply.
ftp> dir
200 PORT command successful.
150 Opening data connection for /bin/ls (129.3.17.7,1446) (0 bytes).
total 6
drwxr-xr-x  2 root      15       512 Aug 22   1991  bin
drwxr-xr-x  2 root      15       512 Aug 22   1991  etc
drwxr-xr-x  2 dave      15      1536 Dec 20  13:40  ethics
drwxr-xr-x  2 stgeorge  15       512 Jan 27  10:20  library
drwxr-xr-x 15 ftp       15       512 Feb 22  18:12  pub
226 Transfer complete
311 bytes received in o.16 seconds (1.9 Kbytes/s)
ftp> cd library
250 CWD command successful.
ftp> ls
200 PORT command successful.
150 Opening data connection for /bin/ls (129.3.17.7,1447) (0 bytes).
internet.library
library.apple
library.ps
networks.survey
survey.contacts
survey.home
survey.update
wais.library
226 Transfer complete.
121 bytes received in 0.15 seconds (0.8 Kbytes/s)
ftp> get networks.survey
200 PORT command successful.
150 Opening data connection for networks.survey (139.3.17.7.1448)
(145567 bytes).
226 Transfer complete.
local: networks.survey remote: networks survey
149992 bytes received in 1.43+02 seconds (1 Kbytes/s)
ftp> quit
```

NB: Actual commands are bolded and underlined. If you were interested in transferring additiotnal files you would do so before 'quitting'.

BIBLIOGRAPHY OF RESOURCES AVAILABLE ON THE INTERNET

The Internet, as an electronic bridge, provides users the opportunity to access a wide range of information resources. Similar to other fields of interest, individuals collect and write on networks and networking resources. producing a significant amount of material for public use.

The following is a sample of some of the material available. The primary method of obtaining the material is through anonymous FTP and host addresses are provided where applicable. Additionally, journal and other articles are also given.

GENERAL ASSISTANCE

Hitchhikers Guide to the Internet. For the beginner, designed to help users better understand networking concepts. (1989) Email: **Krol@UXC.CSO.UIUC.EDU** for information.

Kehoe, Brendan P. **Zen and the Art of the Internet.** An introduction to the Internet, includes resources. Available by anonymous FTP at host **ftp.widener.edu** Not available in ASCI version yet.

Malkin, Gary Scott, **FYI on Questions and Answers: Answers to Commonly Asked New Internet User Questions.** Available by anonymous FTP from host **nic.ddn.mil.** Change to directory RFC and request filename rfc1206.txt. (1991)

Martin, Jerry. **There's Gold in Them Thar Networks!** The goal of this guide is to "make the route to resources invisible to the user". Send EMAIL to **jmartin@magnus.as.ohio-state.edu** (1991)

Nysernet. **Nysernet New User's Guide to Useful and Unique Resources on the Internet**. Particularly applicable to New York state education resources. Available by anonymous FTP from hose **nysernet.org** in directory names public. Or contact by EMAIL **edoitor@nysernet.org** (1992)

Stanton, Deidre E. **Library and Information Resource Networks: A Bibliography**. Anonymous FTP, host **csuvax1.csu.murdoch.edu.au** Filename is listserv guide.

Tavanto, Mike. **Information Available on the Internet: A Guide to Selected Sources.** SURAnet, Network Information Center. Contact by EMAIL **info@sura.net**

Lists of Libraries and Databases Available on the Internet

Barron, Billy. UNT's **Accessing On-Line Bibliographic Databases**. Available through anonymous FTP, host **Ftp.Unt.Edu**. At first prompt enter **binary**, if you need to transfer in binary mode, or leave as is for ASCII mode transfer. At next prompt enter **cd library**. At the following prompt enter **get (file name).** Exit using **quit**. Barron's guide includes detailed directions on various Online Public Access Catalogs used in libraries.
There are several additional files at same location related to library contacts and more.

Internet Resource Guide. Databases, libraries, and more. Available by FTP from host **nnsc.nsf.net**

Help for the Resource-Guide. At the same address review the file with pathname /resource-guide/index-resource-guide. To reach at ftp prompt (cd) change directory to **resource-guide** and then 'get' index-resource-guide.

LAP. (Library Access Package) Empire State College. Software program and booklet for accessing NY State libraries. Contact Empire State College, Saratoga Springs, NY.

Mahoney, D. **Libtel Program**. University of New Mexico. Telnet front ends for VMS and MS-DOS. Available by FTP from host **Ftp.Unt.Edu**. LS to locate directory.

Mattison, David. **A Cruise of the Internet**. Interactive instructional guide. Available through anonymous FTP at host **ftp.nic.merit.edu**.

Scott, Peter. **HYTELNET Program**. University of Saskatchewan. April 1991. PC Hypertext database. Available by anonymous FTP from host **ftp.unt.edu**. Transfer in binary mode by entering binary at first prompt. Retrieve files for HYTELNT50, readme and unzip. Provides menu access to online libraries from Barron's Guide.

St.George, Art and Larsen, Ron. **Internet Accessible Databases and Libraries.** University of Maryland and University of New Mexico. Available by Anonymous FTP from host **Ariel.UNM.Edu**.

University of Sussex Library. **Opacs in the UK: A List of Interactive Catalogs on JANET** , compiled for the JANET User Group for Libraries, 1991. Available by anonymous FTP at host **ftp.unt.edu**
FTP.UNT.EDU

TELNET ACCESSIBLE DATABASES

Cleveland Free-Net

The **Free-Net** is an experiment by Case Western Reserve University providing a free, open access to a community electronic information system. To access **TELNET freenet-in-a.cwru.edu OR TELNET freenet-in-b.cwru.edu OR TELNET freenet-in-c-cwru.edu**
Login as a visitor. Once logged in you may register as a user, and your id and password will be mailed to you.

PSI White Pages: online information directory of individuals. Includes name, organization and email address. Read online manual to learn how to use directory.
TELNET wp.psi.com (login as Fred)

SPACELINK: database of information on NASA and NASA activites, directed to school teachers and can be accessed interactively.

TELNET 12.158.13.250
New users log on as NEWUSER
Password NEWUSER. Will be given user ID and password
Files can be download through FTP

Available also by anonymous FTP, host **ames.arc.nasa.gov**
Directory: /pub/SPACE/SPACELINK
Download file: "Spacelink.index" first.

INFORMATION SERVICES AND RESOURCES

Merit Network Information Center Services: - a multitude of directories filled with a variety of information files. Anonymous FTP from host **nic.merit.edu.$index**

J. Granrose ed. **FRP Anonymous Servers**. (1991)
A list of host servers allowing anonymous FTP access.
Through anonymous FTP at host **pilot.njin.net**
Directory: pub/ftp-list
file: ftp.list
(Or E-mail to Odin@pilot.njin.net)

For those interested in systems:

TCP/IP Tutorial: Jan. 1991 Editors: T. Socolofsky & C. Kale. 28p. Steps needed in forwarding IP datagram from source to destination. Anonymous FTP, host **nic.ddn.mil** Directory: RFC

Journal Articles

From an original bibliography by Deidre Stanton, based on Roy Tennant's 5/91 Public Access Computer Systems Forum. The full bibliography is available by anonymous frp from hose csuvaxl.cus.murdoch.edu.au in directory pub/library with filename stanton.bib.

Arms, C. R. (1990). Using the National Networks : BITNET and the Internet. "Online", 14(5) pp24-29.

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Bloch, E. (1988). A national network : today's reality, tomorrow's vision, part 1. "EDUCOM bulletin", 23 (2/3) pp11-13.

Bowers, K. et al. (1990). "FYI on where to start : a bibliography of Internetworking information". (Network Working Group. Request for Comments: 1175). [Available by anonymous ftp from host nic.ddn.mil, directory rfc; filename RFC1175.TXT].

Burton, J., Newport, J. and Robinson, E. (1989). OPACs and JANET : a simple technique for easy user access. "Program", 23(3) pp257-268.

Butler, B. and Goodram, R. (1989). "Toward the electronic library : a functional model. Prepared for presentation at the 2nd Pacific Conference on New Information.

Cisler, S. (1990). NREN : the National Research and Education Network. "LITA newsletter", 40, 11 (2) pp1-3.

_____. (1991). NREN update : more meetings and new tools. "Database:, April pp96-98.

Frey, D. and Adams, R. (1990). "1%2: : a directory of electronic mail addressing and networks". 2nd ed. O'Reilly and Associates, Sebastopol. CA.

Gore, A. (1989) The information superhighway of tomorrow. "Academic computing". 4 (Nov.) pp30-31.

Jacobsen, O. and Lynch, D. (1991). "A glossary of networking terms". (Network Working Group. Request for comments: 1208)

Karraker, R. (1991). Highways of the mind, or toll roads between

information castles. "Whole earth review : access to tools and ideas", 70 pp4-11

Kovacs, D.K. (1991-). "Directory of scholarly electronic conferences".
[Available from anonymous ftp, host csuvxa.kent.edu; filenames ACADLIST.FILE1, ACADLIST.FILE2, ACADLIST.FILE3, ACADLIST.FILE4, ACADLIST.FILE5, ACADLIST.FILE6, ACADLIST.INDEX, ACADLIST.README, or by e-mail message to LISTSERV@KENTVM.BITNET and sending message
GET ACADLIST FILE1
GET ACADLIST FILE2
GET ACADLIST FILE4
GET ACADLIST FILE4
GET ACADLIST FILE5
GET ACADLIST FILE6
GET ACADLIST INDEX
GET ACADLIST README]

Lynch, C. A. and Preston, C. M. (1990). Internet access to information resources. "Annual Review of Information Science and Technology (ARIST)", 26 pp263-312.

Network Advisory Committee. Meeting (1987 : Washington). (1987). "Intellectual property rights in an electronic age : proceedings of the Library of Congress Network Advisory Committee Meeting, April 22-24, 1987". Network Development and MARC standards Office, Library of Congress.

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Shapiro, N. Z. and Anderson, R. H. (1985). "Toward an ethics and etiquette for electronic mail". Rand Corporation, Santa Monica, CA.

Sloan, B. G. (1990). "Linked systems for resource sharing". G. K. Hall, Boston, Mass.

Sproull, L. and Kiesler, S. (1991). "Connections : new ways of working in the networked organization". MIT Press, Cambridge, Mass.

Strangelove, M. and Kovacs, D. K. (ed.) (1991). "Directory of electronic journals, nesletters, and scholarly discussion

lists". Association of Research Libraries, Wash.
[Directory of electronic journals available by e-mail to
LISTSERV@UOTTAWA.BITNET, send message
GET EJOURNL1 DIRECTRY
GET EJOURNL2 DIRECTRY]

A comment

The amount of material available in print and electronic forms on accessing Internet resources and the resources themselves is immense and quite likely would fill several volumes
For those seeking more information on Internetworking or on materials available, it's suggested you begin with retrieving one resource of interest and use this as a guide for additional retrievals. Remember, this is a continually expanding area with multiple information sources added regularly. It is educational and it is fun. Enjoy!

BUMPS IN THE ROAD

Computer based communications have created a new world of opportunity for information gathering. However, anyone who has worked with computers knows, even in the best of worlds, things can go wrong, from lost files to crashed hard drives. Problems are known to develop while using computer based telecommunications as well. As you become familiar with electronic communication, there may be occasions when something happens and you're unsure what to do. Systems may be slow, weird characters may appear on screen, the cursor may lock, or you may be bumped off. On the Internet the text on screen may be unreadable. Or messages may bounced back. It's erroneous to assume that everything that goes wrong is your fault. Often its the system. There are methods for handling many of the problems, some are very simple, other more complex.

Let's begin with prevention. First, if you're using your own computer, you'll be using a software program which joins you to the mainframe system through which you connect to the Internet. Some mainframe system operations prefer one software program over another, usually because it performs better with the mainframe. It's to your advantage, especially if you're new, to follow their recommendations. The help center or system office will provide support for the program, through manuals and a help line.

It's suggested you obtain copies of any material provided and **READ** through it. Next, on a separate sheet of paper, make a list of all the commands, as much in order of use as possible. For

You'll find this a quick reference, without having to search through manuals.

While you're getting help sheets ask, specifically, what common are likely to occur. For example, some IBM systems freeze at the end of the page (and other times too). You need to know what keys release this. The important factor here is keep asking questions; try to be as prepared as possible.

Opportunities on the Internet are almost unlimited but you will be working with a wide range of systems, each operating differently and with distinct user commands. When logging onto a system for the first time, **READ** through their available help information and make a print screen of these aids. Again, should something happen, you'll have needed information at hand.

Specific Help Suggestions:

Software

Some software programs, such as KERMIT, require initialization when you first begin. Check your software program for details. If you're using KERMIT with a personal computer and modem, once you've chosen the program to run and before "dialing" you need to connect. At the prompt and before connecting, you'll initialize, or choose what mainframe system you're going to use. At the prompt enter the command **TAKE .....INI**. The dotted represents the system identification, such as VAX. The help center will advise you what term is appropriate. [Every system operates somewhat differently

and how you initialize KERMIT and other programs determines how you connect and how well your connection operates.]

Internet

In using the Internet, after you've logged onto a system, if the text on screen is one line after line, partly readable and partly unreadable, this often occurs when **the Telnet** command was used, instead of **TN3270** or the reverse. You need to log off and log on again, using the opposite Internet command.

Lack of response

Systems shut down regularly to update files. When doing this the entire system is unavailable for use. Usually you'll be advised when you log on, however you may simply find you can't access anything. Logoff, or use the TELNET escape sequence.

Escape sequence - hold down the control key and press the square bracket '] '.

Call Waiting

If you're using a modem on a telephone with Call Waiting, it can interfere with your system. Check with your phone company.

Cursor won't move

On occasion you may find everything 'locks up' and you aren't able to progress through the system. Before cutting the connection, read through the screen for any possible messages of help. Use the escape sequence, above, or if necessary reboot your system. The escape sequence returns you to your local system and from here you can try again. **Rebooting is a last resort**, since it will cut your connection to the local system as well as the Internet.

In general

There are other problems which occur, usually specific to the library, database or other system connected to. Whenever something occurs read the screen for any possible help. Make a note of the circumstances and check with your help center for explanations and possible assistance should this recur at another time.

Despite possible problems traveling on the Internet can be a positive experience, an opportunity to learn, to find numerous information resources and possibly even make new friends.
Enjoy your travels.